

DUTY STATEMENT

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Employee Name: Vacant	Current Date: April 5, 2023
Classification: Staff Air Pollution Specialist	Position #: 673-450-3875-947
Division/Office: Industrial Strategies Division/ Carbon Management Branch	CBID: R09
Section: Strategies Assessment Section	
Supervisor Name: Troy Dorai	Supervisor Classification: Air Resources Supervisor I

I certify that this duty statement represents an accurate description of the essential functions of this position.	
Supervisor:	Date:

I have read this duty statement and agree that it represents the duties I am assigned.	
Employee:	Date:

SPECIAL REQUIREMENTS OF POSITION (IF ANY):

- Designated under Conflict of Interest Code.
- Duties performed may require pre-employment physical.
- Duties performed may require drug testing.
- Duties require participation in the DMV Pull Notice Program.
- Requires the utilization of a 32-pound self-contained breathing apparatus.
- Operates heavy motorized vehicles.
- Requires repetitive movement of heavy objects.
- Works at elevated heights or near fast moving machinery or traffic.
- Performs other duties requiring high physical demand. (Explain below):
- Duties require use of hearing protection and annual hearing examinations.

SUPERVISION EXERCISED

<input checked="" type="checkbox"/> None	<input type="checkbox"/> Lead Person
<input type="checkbox"/> Supervisor	<input type="checkbox"/> Team Leader

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FOR SUPERVISORY POSITIONS ONLY: Indicate the number of positions by classification that this position DIRECTLY supervises: N/A

Total number of positions in Section/Branch/Office for which this position is responsible: N/A

FOR LEADPERSONS OR TEAM LEADERS ONLY:

Indicate the number of positions by classification that this position LEADS: N/A

MISSION OF SECTION:

The Strategies Assessment Section (SAS) supports the deployment of Carbon Capture, Utilization, and Storage (CCUS) and Carbon Dioxide Removal (CDR) approaches needed for California to achieve carbon neutrality by 2045 and in support of national and international efforts to advance CCUS and CDR. As part of this mission, the SAS is responsible for evaluating the efficacy, safety, and viability of CCUS approaches as well as engineered CDR approaches and for developing and/or updating protocols for CCUS and CDR deployment. The section will also develop and implement a permit data portal for CCUS and CDR project applications submitted under CARB-adopted protocols. This section will be responsible for developing regulatory proposals that support the deployment of CCUS and CDR approaches to meet California's carbon neutrality objectives.

CONCEPT OF POSITION:

Under direction of the Air Resources Supervisor I, the Staff Air Pollution Specialist (SAPS) functions as the staff policy lead for the program to support the deployment of CCUS and CDR approaches. SAPS are independent policy and technical specialists that are capable of managing broad, high-profile program and project responsibilities with extreme sensitivity and complexity. The position requires policy and technical skills to evaluate the complexities of carbon management technologies, understand California's climate programs and goals, and develop policy recommendations that are based sound on science and state climate goals.

The SAPS supports evaluation and deployment of CCUS and CDR technologies, including reviewing new, innovative, and complex carbon management approaches and potential impacts and developing policies associated with these technologies to assist in meeting state climate goals. The SAPS will work with academics, industry, and the public to ensure stakeholders are informed of CCUS and CDR technologies and potential policies. The SAPS will work with stakeholders on new technology concepts and develop protocols related to emerging technologies.

Additionally, the SAPS will provide direct briefings or policy recommendations at times to senior CARB leadership. In this role, the SAPS briefs senior management about policy issues of relevance to CCUS and CDR approaches and related regulations in CARB's climate policy portfolio, and represents CARB in external-facing presentations, workshops and meetings related to policy aspects of carbon management. The SAPS also coordinates rulemaking efforts and develops recommendations for policies consistent with the program's goals, and analyzes the role of carbon management policies in the context of California's long-term climate goals. In addition, the SAPS supports the development of CCUS and CDR protocols, evaluates policy concepts and their impacts on and benefits to the environment, and successfully communicates the benefits of the program to external stakeholders. The position requires close interaction and teamwork with a variety of internal and external stakeholders, including other California Air Resources Board (CARB) divisions, government agencies, policymakers, industry, environmental organizations, and the public to support CARB's clean air goals. The SAPS may also represent the

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agency in various joint operations, speak before groups, answer inquiries, and prepare reports and correspondence.

Travel may be required for making presentations and/or providing other program related information at public forums.

<u>% OF TIME</u>	<u>RESPONSIBILITIES OF POSITION</u>
30% - E	Serves as staff policy lead for the program to evaluate and support CCUS and CDR technologies. Develops policy recommendations and analyzes the potential impact of policy proposals on the program. Briefs upper management on carbon management policy proposals and issues and how they fit with California's broader climate targets. Represents CARB in meetings, workshops, and hearings and interacts with stakeholders to maintain positive and productive relationships. This may include making presentations and/or providing other program-related information at public forums. Prepares correspondence, data summaries, presentations, issue papers, and fact sheets to communicate the intentions and benefits of the program to external stakeholders, including other jurisdictions.
20% - E	Supports the evaluation and deployment of CCUS and CDR approaches. Research new CCUS and CDR concepts and prepares management briefings on innovative technologies and carbon management processes. Works closely with researchers and stakeholders to ensure CARB and the public are informed of CCUS and CDR approaches and impacts. Prepares public posting materials to disseminate this information.
20% - E	Coordinates rulemaking efforts to support the deployment of CCUS and CDR approaches to meet California's carbon neutrality objectives, and assists with the development of rulemaking materials, guidance documents, and technical support documents related to this effort. Leads other major projects related to carbon management, as well as workshops and consultation meetings with industry, other governmental agencies, and the public to solicit information required to develop technical reports and regulations.
20% - E	Using analytical tools, conducts and oversees analysis to determine the feasibility, cost-effectiveness, environmental impacts, sustainability, and socio-economic impacts of carbon management strategies and policies related to other emerging technologies. Analyzes and synthesizes emissions data and other related information from academic publications and industry data to support policy decisions. Manages contracts as necessary.
10% - M	Responds to special requests and performs other duties as required to support the activities of the section, branch, and division.